



ACEP-CAPE FINANCE COMMITTEE MEETING

Meeting Minutes

Date: November 2, 2022

Time: 12:00 PM

Location: Microsoft Teams

Present: **Members:** Greg Phillips (President), Howard Delnick (Chair), Camille Awada, Charlene Lonmo, Jamie Lafontaine, Andreas Trau, Kelly Mansfield
Staff: Sharon Salter (Director of Finance), Mark Courty (Payroll and Accounting Officer), Stefanie Pantalone (Membership Account Dues Assistant)

Guest: N/A

Regrets: Jean Ouellette (Executive Director), André Picotte, Stéphanie Cousineau, Caroline Pageau, Matthew English,

| Topic | Follow-up items |
|---|-----------------|
| 12:00 PM Meeting quorum reached. | |
| <p>1. <u>Review costing document</u> Emergency meeting called to discuss membership resolution originally discussed August 11, 2022 - Return-to-office policies and equity:</p> <ul style="list-style-type: none">• Question regarding having the CLC task this campaign, but CAPE can't task the CLC to do something. This a cost CAPE with have to quantify for the purpose of having to vote on this resolution.• CAPE must come up with a cost for this resolution.• From a preliminary discussion the day before, there was a costing out forward from anywhere to \$50k and up, and Howard suggests that if one campaign is being budgeted at \$200k (this was for the Defense Fund), why not budget this campaign at \$200k.• There is no timeline.• Travel, hiring consultant, hiring temporary staff, translation, etc. | |



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- CAPE will issue a special levy until all the necessary funds are collected from the membership. We have to find out through Treasury Board, should this be approved, whether we collect in a one lump sum or spread the money out over the next year.

A. Trau proposes a motion for the resolution's estimated cost to be \$200k, seconded by C. Awada.

In favour = 6 Against = 0 Abstention = 1 **Carried**

2. **Changes to Defense Fund – wording of the resolution for membership**

First part – Be it resolved that the Defense Fund be temporarily capped at \$5 million until the operating fund reaches a level equivalent to one years of operating expenditures and until such time as an alternate source of operational revenue funding if identified (ex: dues increase).

- Andreas suggests changing the wording at the end and leaving it as: *Be it resolved that the Defense Fund be temporarily capped at \$5 million until the operating fund reaches a level equivalent to one years of operating expenditures.*
 - Everyone approves of the wording.

Second part – Be it resolved that the National Executive Committee be given the authority the use of the Defense Fund resources should it be deemed necessary for the financial well being of the association if the operating fund falls below the one year's worth of expenses threshold.

- No changes to the wording.